8.5 RUN ROSTER EDITS

Introduction

Once the roster edit tests for your survey have been defined (see section 8.5.1 for defining roster edits) and the code has been generated (see section 8.5.2), you are ready to run the roster edit tests against the survey data. There are three (3) types of edit runs: batch, interactive, and single ID.

Roster batch edits run on the entire survey. They are run using scripts and are usually scheduled to run at a specific time. Edit rejects resulting from the batch edit run are stored in the DATA00 library in a data set called RSTEDREJ.

Roster Interactive edits can be run on the entire survey or on a selection set. They are run in the user's own work area and will not impact other users who may be working with the survey data. Interactive roster edits are not scheduled to run at a set time, but are run immediately.   Interactive edit rejects are stored in the USERLIB library in a data set called RSTEDREJ.

Single ID roster edits are run in the Review and Correction module from the Roster Item Matrix screen. An option in the EDIT p-menu allows you to run the single ID roster edits on the ID currently displayed on the screen. How to run single ID roster edits on the Roster Matrix screen is discussed in detail in Chapter 4, Section 4.16.5 of the user manual.

Details on running the roster batch edit and the roster interactive ID edit are discussed in detail below.

8.5.1   ROSTER BATCH EDITS (Survey-level)

Introduction

- Roster batch edits are run on all IDs in the survey.

- Users must have RUNPRIV = "P" (SURVLIB.USERPRIV) to run roster edits at the batch-level.

- The EDTPF flag in the Stat Period Control file is updated whenever a roster batch edit is run. If at least one roster edit failure exists for an ID, a flag of "F" is assigned. IDs that pass all roster edit tests are assigned a flag of "P". (The EDTPF field is blank for IDs that have not been edited.)

- Roster edit rejects resulting from a batch edit run can be viewed or printed by accessing the "View Roster Edit Results" screen. (See Section 8.7 for additional information on viewing roster edit results.)

- You may also review roster edit rejects in the Review and Correction module by creating a selection set, where EDTPF = 'F'.

- IDs viewed in the Roster Item Matrix screen that have at least one roster edit failure (as a result of the batch edit) will have a "S" displayed in the 'ID Flags' field. Click on the "S" to view the edit reject(s) for that case.

Accessing the Screen

- Click on the SURVEY SPECIFICATIONS button from the StEPS Main Menu.

- Click on the EDIT DEFINITIONS button from the Survey Specifications Menu.

- Select the "Roster Edits" option.

- Select the GOTO pmenu option from the Roster Edit Operations screen.

- Select "Batch Edit" to display the following:

    NOTE: You may also access this screen by either clicking on the GOTO p-menu from select edit screens and then selecting the "Batch Edit" option or by selecting the EDIT button from the RUN PROCESSES module.
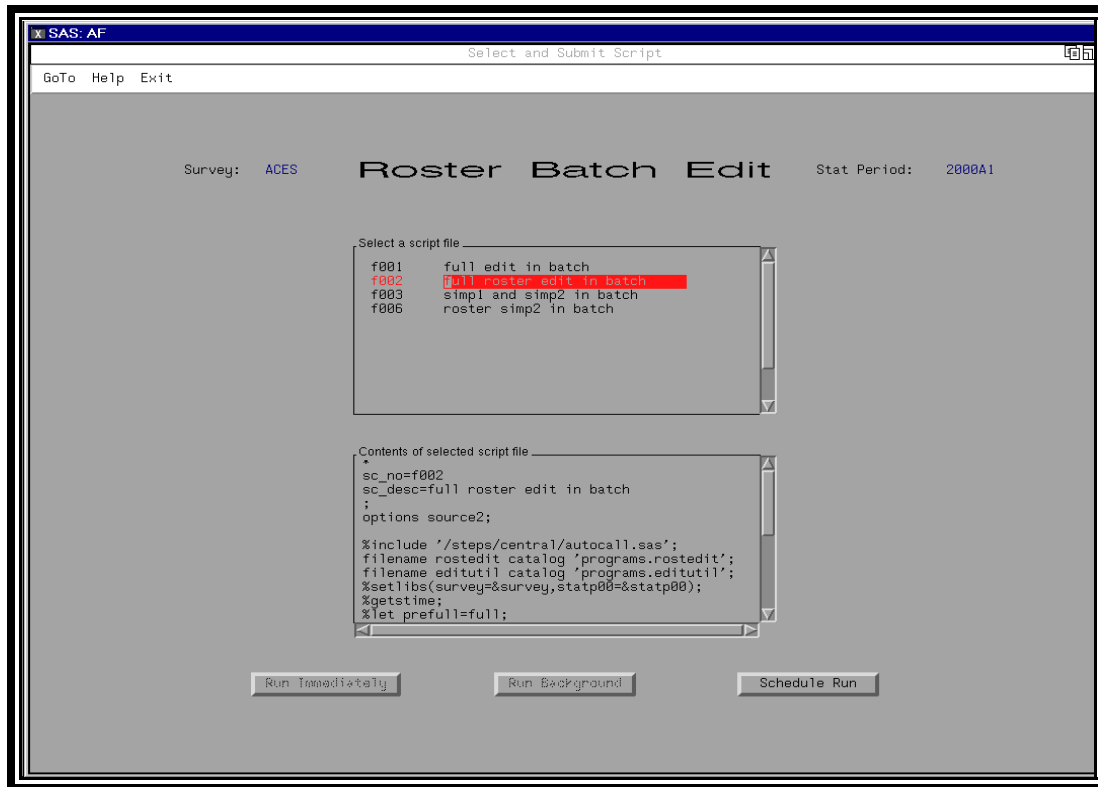
Figure 8.5.1a   Roster Batch Edit Screen

Screen Features

● Select a script file

A list of available script files are displayed in Box 1. Click on the script you wish to run.

(Scripts are SAS programs that 'group' together various commands and calls to the modules that the survey needs performed in a given 'run'. For instance, you might know that you always want the roster simple imputation to run before you run roster edits. If this is the case, the script file will call the simple imputation program, and it will run simple imputation before it runs the edit. Survey managers and programmers should work together to determine what goes in a script file. Edit script files are stored in the PARMLIB library, "edgsfxxx.sas", where "xxx" indicates a unique script number.)

● The contents of the script file (selected in Box 1) will display in Box 2.

● Though options to run the roster edit immediately and run the roster edit in background are displayed, they are not accessible. When running the roster edits on large surveys, it is preferable that you schedule the edit to run in the evening, so that users currently processing data for that survey will not be impacted. Thus, the only option available is to schedule a run

by clicking on the schedule run button at the bottom of the screen.

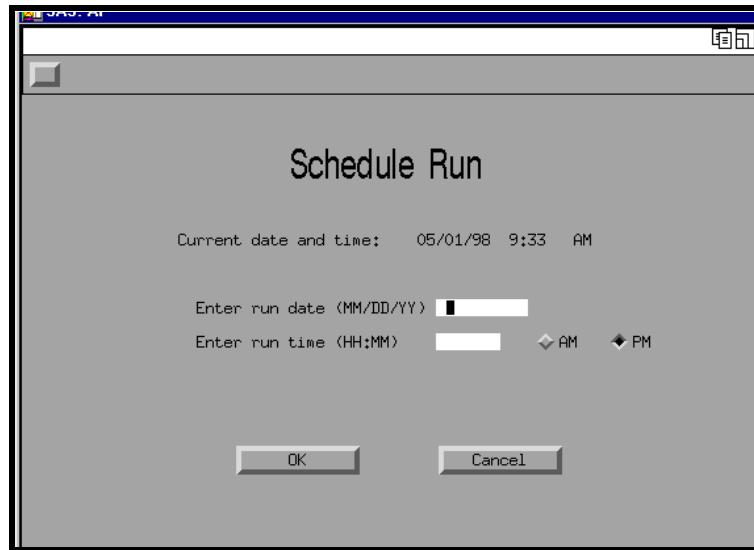● You will be prompted to enter the date and time that you want the edit program to run:

Figure 8.5.1b   Schedule Run Screen

    a. Enter the run date in MM/DD/YY format, where 'MM' = month, 'DD' = day, and 'YY' = year. You may not enter a date that has already passed.

    b. Enter the run time in HH:MM format, where 'HH' = hour and 'MM' = minute. Also indicate "AM" or "PM".

    c. Click on "OK" to schedule the run. A confirmation message will display, verifying the date and time specified for execution of the edit program.

● Once the edit run has been completed:

    1. Roster edit rejects will be stored in a data set called RSTEDREJ in the DATA00 library.

    2. A "P" or "F" flag will be inserted into the EDTPF field in the Stat Period Control (C1) file to indicate whether an ID has passed or failed a roster edit. A "F" will be assigned if an ID has failed at least one of the roster edit tests. A "P" will be assigned if an ID has passed all of the roster edits. (The EDTPF field will be blank for IDs that have not been edited.)

    3. A "S" (survey-level reject) will be set in the IDFLAGS field in the Roster Matrix screen for all IDs having at least one roster edit failure.

    4. A record will be inserted into the survey's production log file to indicate that the batch run has been completed. The log will indicate the start time of the edit run, the end time,

and the elapsed time. The module name will be "EDIT" and the submodule name will be "FULL".

NOTE: Access the production log screen via the MIS button from the StEPS Main Menu.

5. If you would like to have a cc:mail message sent to you when the edit run has been completed, you can specify this in the "cc:Mail data set screen". To do this:

   a. Click on the SURVEY SPECIFICATIONS button from the StEPS Main Menu.
   b. Click on the OTHER SPECIFICATIONS button from the Survey Specifications menu.
   c. Select the "View/Update cc:Mail Dataset" option.
   d. Follow the instructions provided on the screen to add or update information in this file.

6. Roster edit reject lists can be viewed or printed from the "View Roster Edit Results" screen (see section 8.7 for additional information). Access this screen by selecting the "View Roster Edit Results" option from the GOTO p-menu accessible on most of the edit screens. You may also access it via the VIEW RESULTS button from the StEPS main menu.

P-Menus

P-menu	Options	Function
GOTO	Edit Definitions Interactive Edit View Edit Results	Access Roster Edit Definitions screen Access Interactive Edit screen Access View Edit Results screen
HELP	WhoamI (F7) Batch Edit Help (F1)	Display user default and systems information Display help information on running the batch edit
EXIT	StEPS Main Menu (Home) Exit (F3)	Return to StEPS Main Menu Exit to previous screen

8.5.2   ROSTER INTERACTIVE EDITS (User-level)

Introduction

- Roster Interactive edits can be run on all IDs in a survey or on an existing selection set only.

- Users with RUNPRIV = "U" or "P" in SURVLIB.USERPRIV can run roster interactive edits.

- Roster Interactive edits are run in the users own work area. They are run immediately and cannot be scheduled to run at a later date/time like the batch edits.

- Roster Interactive edit rejects can be viewed or printed via the "View Roster Edit Results" screen.

- You may also review edit rejects in the Review and Correction module by accessing the selection set, "SELSET_E".

- The 'ID Flags' field in the Review and Correction screens will contain a "U" for any ID that has failed at least one roster edit test.

Accessing the Screen

- Click on the SURVEY SPECIFICATIONS button from the StEPS Main Menu.

- Click on the EDIT DEFINITIONS button from the Survey Specifications Menu.

- Select the "Roster Edits" option.

- Select the GOTO pmenu option from the Roster Edit Operations screen.

- Select the "Interactive Edit" option to display the following:

  NOTE: You may also access this screen by clicking on the GOTO p-menu from select edit screens and then selecting the "Interactive Edit" option.
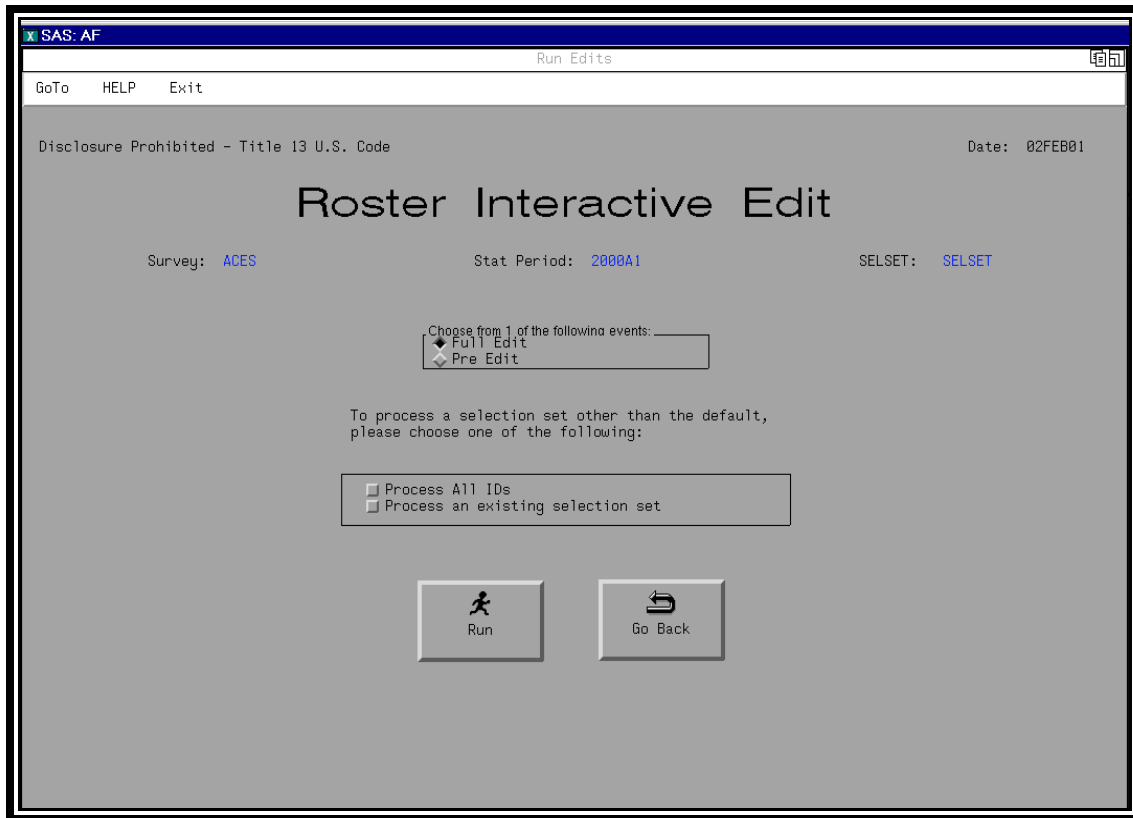
Figure 8.5   Roster Interactive Edit Screen

Screen Features

- Choose whether you wish to run the "Full edit" or "Pre-edit" by clicking on the appropriate radio button. (See section 8.1.1 for more information on full edits and pre-edits.)

- You may run the selected edit for <u>ALL</u> IDs in the survey, or for a specified selection set, by clicking on the appropriate button. If you choose to process an existing selection set, you will be prompted to choose one from a pick list.

  1. Be selective when choosing to run the edit on ALL IDs. If you are processing a large survey, choosing "all" (vs. a selection set) will take longer to run.

  2. If you choose to process all IDs in the survey, the total number of observations (cases in the survey) will display in the upper left corner of the screen. Likewise, if you choose a selection set, the total number of IDs in that selection set will display.

  NOTE: You cannot create selection sets from this screen. If you wish to create a new selection set on which to run the edit, you must return to the Review and Correction Main Menu to create it.

- Once you have chosen an event and the set of IDs on which to run the edit, click on the "Run" button at the bottom of the screen. The edit program will run immediately.

- When the edit run has finished executing:

    1. Roster edit rejects will be stored in a data set named RSTEDREJ in the USERLIB library.

    2. A "U" (user-level reject) will be set for IDs (having at least one edit failure) in the 'ID Flags' field in the Roster Item Matrix screen.

    3. A message will display, asking you if you would like to view the results of the edit run. Click "Yes" to access the "View Roster Edit Results" screen; otherwise, click "No."

P-Menus

P-menu	Options	Function
GOTO	Edit Definitions Batch Edit View Edit Results	Access Edit Definitions screen Access Batch Edit screen Access View Edit Results screen
HELP	WhoamI (F7)	Display user default and systems information
EXIT	StEPS Main Menu (Home) Exit (F3)	Return to StEPS Main Menu Exit to previous screen